

INSTRUCTIONCopyrighted Materials**A. Purpose**

To establish policy to adhere to the provisions of the current U. S. Copyright Laws and Congressional guidelines.

B. Guidelines

1. Any duplication or use of copyrighted materials (print and non-print) not specifically allowed by the copyright law, fair use guidelines, license agreements or proprietor's permission is prohibited.
2. Stafford County Public Schools does not sanction illegal use or duplication in any form. Employees who willfully violate the division's copyright position, do so at their own risk and assume all liabilities/responsibilities.
3. Any questions regarding the legal use of a copyrighted material shall be directed to the Principal, Media Specialist, Supervisor for Libraries, and/or Coordinator of Instructional Technology.

Editor's Note

See also division Regulation R6-49-1, R6-49.2, and R6-49.3.

Legal Reference: Through June 30, 1999

U. S. Copyright Act of 1976, as amended, 17 U.S.C. Sec. 101 et seq. See also **"Fair Use Guidelines for Educational Multimedia"**. (1997)

Adopted by School Board: May 12, 1992
Amended by School Board: June 29, 1999